



Flathead Conservation District
133 Interstate Lane, Kalispell, MT 59901
www.flatheadcd.org 406-752-4220

CALL TO ORDER & ATTENDANCE

Chairman Ronald Buentemeier called the November 27, 2017, Business meeting to order at 7:00 P.M. in the conference room.

Board members present:

Ronald Buentemeier, Chairman; Pete Woll, Vice Chairman; Mark Siderius, Supervisor; Lori Curtis, Supervisor; John Ellis, Supervisor; Verdell Jackson, Supervisor; being a quorum of the Board.

Board members absent: Dean Sirucek, Secretary/Treasurer. Absence is excused.

Also in attendance were: Valerie Kurth, Cynthia Ingelfinger and Ginger Kauffman, FCD staff; Angel Rosario, NRCS; Samantha Tappenbeck, SWCDM.

MINUTES

Mark Siderius made a motion "to approve the minutes of the November 13, 2017, 310-Stream Permit meeting as presented." Verdell Jackson seconded. Motion carried unanimously.

CORRESPONDENCE

1. National Association of Conservation Districts weekly newsletter *The NACD eResource* and *Conservation Clip List*
<http://www.nacdnet.org/news-and-events/publications>
2. Soil & Water Conservation Districts of Montana (SWCDM), NRCS and SWCS are hosting Soil Health Workshops across Montana, January 16 -19. Contact Ann McCauley, ann@macdnet.org, 406-443-5711 www.swcdm.org/soil-health
3. Whitefish Planning Board November 16, 2017 meeting agenda.
<http://www.cityofwhitefish.org>
4. SWCDM November 9, 2017 issue of *The Montana Conservationist*
<http://swcdm.org>
5. Whitefish Lake Institute Fall 2017 newsletter www.whitefishlake.org
6. Flathead Lakers Falls 2017 newsletter *Flathead Lake Monitor*
www.flatheadlakers.org



FINANCIAL

The following bills were reviewed:

1. CenturyLink \$265.92
2. MontanaSky Networks \$20.00
3. VISA \$2862.30

Lori Curtis made a motion “to approve the bills as presented.” Pete Woll seconded. Motion carried unanimously.

PUBLIC COMMENT

No one was present to comment on items not on the agenda.

310's

CFAC, FL2017042, Flathead River, permit extension request: Construction of the project did not occur immediately after the permit was approved (10/10/2017), and was valid only until 12/1/2017. Therefore, CFAC requested an extension of the permit to March 1, 2018. Ronald Buentemeier made a motion “to approve the permit extension until March 1, 2018.” Lori Curtis seconded. Motion carried unanimously.

NEW BUSINESS

Copier Service Agreement: Discussion held regarding financial options for renewing the copier service agreement. It was decided that the current base rate is sufficient. Mark Siderius made a motion “to approve the copier service agreement.” Verdell Jackson seconded. Motion carried unanimously.

Budget: The October End of Month Report was reviewed with the Board. Lori Curtis made a motion “to approve the October End of Month Report.” Mark Siderius seconded. Motion carried unanimously.

Trumbull Creek Planning Grant Agreement RPG-18-0538: Valerie Kurth reported that the Trumbull Creek Planning Grant agreement had been received, and must be signed and returned to DNRC. Mark Siderius made a motion “to approve the Trumbull Creek Planning Grant Agreement #RPG-18-0538, and submit to DNRC.” Lori Curtis seconded. Motion carried unanimously.

Montana Natural Resource Youth Camp (MNRYC) Grant 223-17-3543: Valerie Kurth reported that the invoices and final report for the NRYC had been received. Lori Curtis made a motion “to approve the invoices in the amount of \$4500.00 and submit to DNRC.” John Ellis seconded. Motion carried unanimously.



Personnel: Cynthia Ingelfinger submitted her letter of resignation effective December 15, 2017, and thanked the board for the opportunity to work with the district. Pete Woll made a motion “to accept Cynthia Ingelfinger’s letter of resignation.” Mark Siderius seconded. Motion carried unanimously.

Valerie Kurth reported she had completed Ginger Kauffman’s performance review on November 9th. Chairman Buentemeier closed the meeting. Discussion held. Chairman Buentemeier re-opened the meeting. Pete Woll made a motion “to give Ginger Kauffman a raise to Grade 8 Step 7.” Verdell Jackson seconded. Motion carried unanimously.

Employee Medical Insurance Renewal: Valerie Kurth reported that district staff had reviewed and selected medical insurance renewal options. Mark Siderius made a motion “to approve the medical insurance plans selected by Valerie Kurth & Ginger Kauffman.” Lori Curtis seconded. Motion carried unanimously.

Supervisors Responsibilities: Valerie Kurth stated that prior to the meeting, she had emailed the document, *Being a Good District Supervisor*, to the board for review. Lori Curtis made a motion “to accept the *Being a Good District Supervisor* document.” Ronald Buentemeier explained that the board has never had guidelines like this before. Mark Siderius seconded. Motion carried unanimously. Mark Siderius made a motion “to add the *Being a Good District Supervisor* document into the supervisor handbook.” Pete Woll seconded. Motion carried unanimously.

Minutes: In Dean Sirucek’s absence, Valerie Kurth explained that Dean had attended a session held by Don MacIntyre at the MACD convention regarding districts needing to include more detail of discussions in their meeting minutes. Dean’s idea was to have FCD supervisors come to meetings with a form noting discussion points and modifications for 310 applications. Other supervisors stated they had also attended the session, but had differing perceptions of what was needed in the minutes. Purchase and use of recording equipment for meetings was discussed. Staff was directed to research recording equipment and to contact Caitlin Overland, Flathead County Attorney’s office, for advice.

REPORTS

FCD STAFF: Valerie Kurth and Cynthia Ingelfinger reported:

District Office and Outreach

1. November advertisement: college scholarships
2. Conference room chairs are scheduled to be delivered this week.
3. Valerie continues to coordinate 310-related communication among facilitate communication among DNRC, FWP, DEQ, Don MacIntyre (DNRC), Caitlin Overland (Deputy County Attorney), and the applicants (or their representatives) regarding the two upcoming legal processes (judicial review and arbitration). Valerie compiled copies of the record for the arbitration and distributed them to the arbitration panel and parties. The panel held a prehearing conference to determine the timeline. A legal notice appeared in the Daily Interlake on November 26th, and the hearing is scheduled for December 14th.



4. The Flathead-Stillwater Watershed Restoration Plan was officially accepted by Montana Department of Environmental Quality.
5. Valerie and Cynthia winterized the Rolling Rivers Trailer.
6. Cynthia attended the Haskill Basin Council meeting on November 8th.
7. Valerie and Cynthia toured the Foys Bend project area with River Steward Tiffany Martin.
8. Valerie attended the inter-agency meeting at Lost Trail NWR on November 1st.
9. Valerie and Cynthia attended the MACD Convention. They presented an overview of the Cow Creek project during the break-out session on Innovative CDs. FCD's Education Brochure was also featured by Kate Arpin, SWCDM, at the EO meeting.
10. Valerie conducted Ginger Kauffman's performance review on November 9th.

On-the-Ground Projects

FCD was notified that it will be awarded \$72,000 (of the \$88,734 requested) from DEQ for the Cow Creek riparian restoration project.

Landowner Programs

Valerie met with two landowners – one about the seedling program and one about a cost-share project. Angél Rosario, NRCS, helped her map out the acreage for the cost-share project.

Education and Outreach

CORE – Cynthia hosted a CORE meeting on November 8th.

Small Acreage Landowners Workshop – Cynthia has been working with Pat McGlynn to organize and plan a Winter 2018 workshop for small acreage landowners. We have filled all 35 participant slots and have secured 11 speakers for the 6-week series.

Montana Natural Resources Youth Camp (MNRYC) – Valerie assisted MNRYC staff with completing their report and paperwork for their HB223 grant.

College Scholarships – Cynthia created a flier and a new advertisement and sent a letter, flier, and education brochure to the six local high schools and the Vo-Ag.

Website

Cynthia posted new blogs about 2018 DNRC Camps and camp scholarships and about FCD's College Scholarship program.

We have a Google Analytics tool on the FCD website to monitor usage. Here is a quick summary of usage from the past 90 days:

- 573 users, 1,152 sessions. Average number of sessions per day was 13 and highest day had 42 users (Users = "Unique **visitors**", or a person who has come to your website. **Sessions** = "Visits", or different times that person came to your site.)

Samantha Tappenbeck, Soil & Water Conservation Districts of Montana (SWCDM) reported:
Cow Creek Restoration Project funding success

- Awarded \$72,000 from DEQ 319 program for restoration work on Cow Creek

Attended MACD Annual Convention: 11/14-16/2017, Bozeman

- Presented on Cow Creek Restoration Project



Progress on Thompson River Basin WRP:

- Final stakeholder meeting **11/28/17** in Plains
- Timeline:
 - 11/30/17**: Draft WRP sent to SWCDM
 - 12/31/17**: Final deadline for all input from stakeholders
 - 1/31/18**: Final draft of plan sent to SWCDM and DEQ for review and approval

Flathead River Commission:

- Workshop: **Stream Gaging in the Flathead Basin** tentatively scheduled for 2/1/2018
- Location: Kalispell, Montana FW&P conference room
- Draft agenda in progress
- Formal announcement will be circulated 12/1/17

Ranching For Rivers program (SWCDM):

- 50% cost-share funding available to landowners for projects to support responsible grazing of the riparian zone: benefits to landowners, benefits to the river
- Funding is from EPA, CWA section 319; Watershed Restoration Plan required
- Infrastructure: fencing, water tanks, water gaps, hardened crossings, etc.;
- Landowner agreements will be signed
- Certified grazing assistance plan developer services provided at no additional cost
- Next funding round in spring
- Contact me (406-291-6314) or Jess Makus at SWCDM (406-443-5711) for more info
- Opportunity for Flathead Conservation District to host workshop on riparian pastures

Conservation Menu (SWCDM) www.mtconservationmenu.org

- SWCDM has released the Montana Conservation Menu website to serve as a hub/clearinghouse for all conservation-related programs
- So far, over 70 programs in six categories:
 - Water, Forestry, Soils, Weeds & AIS, Pollinators, Rangeland
 - New category: "Featured Programs"
- Further input welcome! Any suggestions or comments contact me (406-291-6314) or SWCDM main office (406-443-5711)



NATURAL RESOURCES & CONSERVATION SERVICE (NRCS): Angél Rosario reported:

- During this last month they have wrapped up contracts and practices, and completed inventories for 2018 applications.
- Snowtel report
- Angel announced he will be retiring December 29th after 30 years of working for the agency. NRCS is currently in a hiring freeze. Acting employees will cover the office until NRCS fills the vacancy.

MONTANA ASSOCIATION OF CONSERVATION DISTRICTS (MACD): Pete Woll reported the MACD convention went well. New MACD President is Mark Suta (Glacier County CD) and Vice President is Jim Simpson (Lake County CD). Several MACD board members attended a Supervisor workshop which they thought was very helpful and stated other CD's should consider hosting more of these types of workshops.

FLATHEAD COUNTY PLANNING BOARD (FCPB): In Dean Sirucek's absence, Valerie Kurth reported that two items were discussed at the FCPB November 8th meeting: (1) a proposal to divide property on Eagle Bend, and (2) a subdivision on Smith Lake Road. Both were forwarded to the county commissions with a positive recommendation.

WHITEFISH CITY PLANNING BOARD (WCPB): John Ellis reported three items were discussed during the 11/16 meeting: (1) a 2-lot residential subdivision, (2) a request for a conditional use permit on Wisconsin Avenue, (3) a request for a mixed-use subdivision and planned unit development overlay. All were approved and sent to the City Council.

UPPER COLUMBIA CONSERVATION COMMISSION (UC3): Lori Curtis reported an Aquatic Invasive Species Watercraft Inspection & Monitoring Workshop will be co-hosted by the UC3 and the Confederated Salish & Kootenai Tribe in Polson on December 11-12. The next UC3 meeting will be held January 24-25, 2018, in Kalispell. Discussion held regarding compensating Lori for her time and out-of-pocket expenses.

Mark Siderius made a motion "to compensate Lori Curtis for her time spent for UC3 as well as to fund any shortfalls in lodging rates (out-of-pocket expenses) for the associated meetings." Verdell Jackson seconded. Motion carried unanimously.

John Ellis asked Lori what the process was for being on the UC3. Lori explained interested persons submitted bios to DNRC, then after review of those submittals, Governor Bullock appointed persons to serve on the commission. For further information go to:
<http://dnrc.mt.gov/divisions/cardd/montana-invasive-species-program/uc3>

HASKILL BASIN WATERSHED COUNCIL (HBWC): Cynthia Ingelfinger reported the November 8th meeting included discussion regarding the culvert project. They hope to hold a meeting with the engineers and adjacent landowners to discuss the project.

FLATHEAD BASIN COMMISSION (FBC): Lori Curtis reported that the FBC discussed their future with anticipated budget cuts, including how to fund incomplete project, AIS activities to be done by other organizations, and cuts to staff.



FLATHEAD RIVER COMMISSION (FRC): Mark Siderius reported the FRC has no current projects, several members' terms are ending, and the group discussed future plans. The commission meeting schedule will change to 6 meetings per year (Jan, April, May, June, July, and October). A meeting will be held this December.

CLARK FORK & KOOTENAI RIVER BASINS COUNCIL: Verdell Jackson reported the last meeting included discussion regarding stream gages and identifying projects related to water availability. The next meeting is scheduled for December 1st in Missoula.

MATTERS OF THE BOARD/STAFF

- Payroll signers

The next 310-meeting is scheduled for Monday, December 11, 2017, 7:00 P.M. in the conference room of the USDA building at 133 Interstate Lane, Kalispell, MT.

Adjournment: Mark Siderius made a motion "to adjourn." Verdell Jackson seconded. Motion carried unanimously. As there was no further business, the meeting was adjourned at 8:25 P.M.

Submitted By: Ginger Kauffman, Administrator

Minutes approved by FCD Board motion made on:

<u>12/11/2017</u>	<u>Ronald Buentemeier</u>	<u>Chair</u>
(Date)	(Signature)	(Title – Chair etc.)

